

1966

Report of Committee on Educational Procedures and Facilities, Part I, Band C concerning faculty work load and university sponsored educational fieldtrips

University of Rhode Island Faculty Senate

Follow this and additional works at: http://digitalcommons.uri.edu/facsen_bills

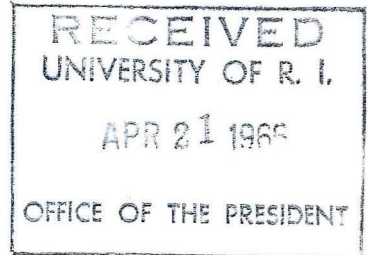
Recommended Citation

University of Rhode Island Faculty Senate, "Report of Committee on Educational Procedures and Facilities, Part I, Band C concerning faculty work load and university sponsored educational fieldtrips" (1966). *Faculty Senate Bills*. Paper 130.
http://digitalcommons.uri.edu/facsen_bills/130

This Article is brought to you for free and open access by the Faculty Senate at DigitalCommons@URI. It has been accepted for inclusion in Faculty Senate Bills by an authorized administrator of DigitalCommons@URI. For more information, please contact digitalcommons@etal.uri.edu.

UNIVERSITY OF RHODE ISLAND

FACULTY SENATE

BILLAdopted by the Faculty Senate

TO: President Francis H. Horn

FROM: Chairman of the Faculty Senate

1. The Attached BILL, titled Report of Committee on Educational Procedures and Facilities, Part I, Band C concerning faculty work load and university sponsored educational field trips.

is forwarded for your consideration.

2. The original and two copies for your use are included.
3. This BILL was adopted by vote of the Faculty Senate on April 19, 1966.
(date)
4. After considering this bill, will you please indicate your approval or disapproval. Return the original or forward it to the Board of Trustees, completing the appropriate endorsement below.
5. In accordance with Section 8, paragraph 2 of the Senate's By-Laws, this bill will become effective on May 10, 1966 (date), three weeks after Senate approval, unless: (1) specific dates for implementation are written into the bill; (2) you return it disapproved; (3) you forward it to the Board of Trustees for their approval; or (4) the University Faculty petitions for a referendum. If the bill is forwarded to the Board of Trustees, it will not become effective until approved by the Board.

April 21, 1966

(date)

Elizabeth W. Candall /s/
Chairman of the Faculty Senate

ENDORSEMENT 1.

TO: Chairman of the Faculty Senate

FROM: President of the University

1. Returned.
2. Approved _____. Disapproved _____.
3. (If approved) In my opinion, transmittal to the Board of Trustees is not necessary.

May 3, 1966
(date)

Francis H. Horn /s/
President

ALTERNATE ENDORSEMENT 1.

TO: Chairman of the Board of Trustees.

FROM: The University President

1. Forwarded.

2. Approved.

_____/s/
(date) President

ENDORSEMENT 2.

TO: Chairman of the Faculty Senate

FROM: Chairman of the Board of Trustees, via the University President.

1. Forwarded.

_____/s/
(date)

(Office)

ENDORSEMENT 3.

TO: Chairman of the Faculty Senate

FROM: The University President

1. Forwarded from the Chairman of the Board of Trustees.

_____/s/
(date) President

Original received and forwarded to the Secretary of the Senate and Registrar
for filing in the Archives of the University.

May 9, 1966
(date)

Elizabeth W. Crandall /s/
Chairman of the Faculty Senate

B. Faculty Work Load

1. Charge

The charge to this committee as given in the University Manual, section 4.211.1 (p. 35) includes faculty work load in relation to class size and its methods of instruction. With the consideration of large lecture halls and large group instruction it seemed appropriate to set forth general considerations about faculty work loads.

2. Recommendation

That the third part of Chapter 3, Section 5, paragraph 5.2 (pg. 36a-37) be enlarged and made a separate section, Section 8 of Chapter 5, as follows:

Section 8. Faculty Workloads

The determination and assignment of faculty work loads is at the discretion of the department head, in consort with his dean. In making such assignments, certain factors are to be considered:

- 1) The nature of the course - whether it is an undergraduate or a graduate course, whether it is being offered for the first time, or with extensive revision or not.
- 2) Contact hours - whether the contact hours are lectures, recitations or laboratories, and whether the recitations and labs are of a sort which require a great deal of preparation or comparatively little.
- 3) Number of students - whether the amount of time required by a course is directly related to the number of students or not, e.g., if term papers are required, the number of students is quite directly related to the amount of time required by the course, and whether Graduate Student assistance is available.
- 4) Special courses and projects - such as joint courses taught by two or more faculty members, or special problems courses for individual students, must be related to overall teaching load.
- 5) Other duties - department chairmen, faculty senate chairmen, honors colloquium direction, committee work, special administrative duties, in-service-work with groups in the state, etc., should receive special consideration.
- 6) Research - since it is the policy of this University to expect its teaching faculty to perform research, such research should be considered part of the normal work load, and when teaching assignments are made time should be allowed for research.
- 7) Advisees - the number of undergraduate advisees, the number of theses being directed, and the number of graduate committees assigned.

3. Comment:

A report was obtained from the Office of Institutional Research concerning faculty loads during Fall, 1965. A review of this report showed the difficulty of arriving at meaningful figures concerning faculty work loads. It seems to us to be exceedingly difficult if not impossible to arrive at one formula for faculty work loads which does justice to everybody.

Therefore, it was decided to emphasize the general recommendation contained in the University Manual. We hope that by emphasizing the University Regulation Concerning Faculty Workloads, this regulation will receive more attention from both Faculty and Administration, and reasonable distribution and assignment of loads will be the result.

C. University of Sponsored Educational Field Trips

1. Charge: The charge to this committee was made by Senate Chairman, Dr. Robert W. Harrison on March 24, 1964. The charge consisted of (a) a "study of the adequacy of regulations and particularly the amount of insurance protection for faculty and others driving their own cars on field trips". Also included was the "suggestion regarding alternate means for transportation". In pursuing this matter over a period of two years, the following recommendations have been developed to fulfill the original charge and to provide a basis for considering field trips in a broader context than before.

2. Recommendations

(a) To approve the following plan to develop suitable arrangements to provide vehicles, with adequate insurance coverage, for use on field trips.

- (1) The deans of various colleges are supplying information pertinent to field trips in their respective colleges for use by Mr. T. McClure to make firm arrangements with a vehicle rental service to supply vehicles for field trips.
- (2) When the above details are available the faculty will be supplied with the procedures necessary for specific arrangements for field trips.
- (3) Costs for field trips will be charged to department budgets or by assessment against students taking the trips (as decided by departments or colleges).
- (4) For ease and flexibility of scheduling and service, vehicle rentals will be available through the travel agency on campus. Rental vehicles appear to be adequately covered by insurance, e.g., a passenger car to the extent of \$300,000 for public liability and \$20,000 for property damage.

- (b) The progress of the above plan should be closely followed by this committee to provide cooperation and assistance in implementation.
- (c) To review the arrangements in one year and to determine their effectiveness and possible improvement.

3. Comment:

With the increasing size and diversity of the University the practice of using private vehicles for conducting instructional field trips appear impractical and potentially dangerous to both students and instructors. An awareness of this has been documented in responses obtained from department chairmen and from deans of colleges. With this interest and support our committee has endeavored to work with the administration.

Part II

(informational)

A. Faculty Evaluation

In view of the pending evaluation of the Faculty by students it seems appropriate to remind the Senate that it adopted a recommendation "discouraging a standard student evaluation form for faculty and courses" (Faculty Senate Meeting, Feb. 18, 1965, item 3f, p. 2).

The adopted paragraph reads as follows:

"This Committee (Senate Committee on Educational Procedures and Facilities) recommends that no standard student evaluation form be adopted. Rather, it believes that such forms should not be used by either the faculty or the administration in its dealing with the other. Individual instructors who wish to use student evaluation forms for their own self-improvement may use forms appropriate for their own courses."

Further action proposed by the Senate should take cognizance of this previous stand.

B. Laurels Honor Society Book List

Last year Laurels asked our Committee to compile a list of recommended titles for summer reading for the college bound. A list was compiled, primarily through the efforts of Dr. T.E. Moriarty, from the suggestions made by Department Chairmen and the Dean of the Colleges of the University in response to a questionnaire.

(continued)

Informational

page 8

Further consideration of the list by Laurels and by our Committee has resulted in action to release the list to Laurels for their intended use. Copies of the list are on file as part of this report.

Submitted by:

F. Allen
J. Buckett
R. Hauke
T. Moriarty
H. Waters
E. McEwen
L. Albert, Chairman

Bill No 99

Subsequently resubmitted
in two parts.

No. 102 Field Trips
Approved.

No. 119 - Faculty Work Load -
Approved with slight
modification.